

SECRET

INSPECTOR GENERAL
SURVEY
OF
OFFICE OF PERSONNEL

May 1964

Officers:

25X1

[Redacted box for Officers]

Typists

25X1

[Redacted box for Typists]

Distribution:

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12-30-64----- 5 - IG

SECRET

25X

[Redacted box] have

64-3930 F.O.

5 JUN 1964

MEMORANDUM FOR: Deputy Director of Central Intelligence

SUBJECT : Inspector General's Survey of the
Office of Personnel

1. Attached is our survey of the Office of Personnel. In the course of this survey we interviewed 95 percent of the people in that Office, visited five field recruiting offices, talked to 10 recruiters and observed interviews with members of the graduating classes at three universities. Despite criticism of CIA in the press and elsewhere, at the time of this survey we can report that the Agency's reputation as a prospective employer is excellent. There are many more able young people interested in working for CIA than can be hired under current ceiling limitations.

2. We believe it is important to make the point that the Director of Personnel is in an equivocal position in relation to the individual Career Services, as well as the top management of the Agency. While he has the title, most of the real power and decision-making authority for the Agency's personnel program lie in the directorates and heads of independent offices.

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3. We have considered the possible merits of relocating the Office of Personnel or other changes in status which would make it possible for the Director of Personnel to speak with a stronger voice. Our conclusion is that as an intelligence organization the Agency requires a high degree of autonomy within its major components and the possible efficiencies to be gained in re-organizing our personnel administration are outweighed by the almost certain disadvantages. We have, therefore, made no recommendations on this point.

4. Most of our recommendations are designed to strengthen the hand of the Director of Personnel in carrying out his "review and evaluation" responsibilities. We believe these recommended actions will contribute to the long-standing goal of helping the Agency make better use of its people, develop better supervisors and executives, weed out substandard employees, and reduce its personnel costs. Other proposals are designed to provide more objective information about the Agency's personnel program and its major problems without diluting the basic responsibilities and authorities of heads of offices.

5. I should also like to note the excellent cooperation received from the Office of Personnel during the course of this survey.

[Redacted Signature]

J. S. Earman
Inspector General

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ROUTING AND RECORD SHEET

SUBJECT: (Optional)

Inspector General's Survey of the Office of Personnel

FROM:

Inspector General

EXTENSION

NO.

DATE

1 JUL 1964

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1.

Executive Director

2.

Deputy Director of Central Intelligence

3.

4.

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13.

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15.

SENDER WILL CHECK CLASSIFICATION TOP AND BOTTOM

UNCLASSIFIED CONFIDENTIAL ~~SECRET~~

CENTRAL INTELLIGENCE AGENCY
OFFICIAL ROUTING SLIP

TO	NAME AND ADDRESS	DATE	INITIALS
1	Executive Director	17 June	LBN
2	Deputy Director of Central Intelligence		
3			
4			
5			
6			

ACTION	DIRECT REPLY	PREPARE REPLY
APPROVAL	DISPATCH	RECOMMENDATION
COMMENT	FILE	RETURN
CONCURRENCE	INFORMATION	SIGNATURE

Remarks: IG Survey of the Office of Personnel

As might be expected from a report dealing with as sensitive an area of administration as the Office of Personnel, a number of problems have been abstracted from the formal survey report and submitted by separate memorandum for reasons of administrative privacy. These supplementary memorandums are as follows:

Identification and Disposition of Problem Personnel
Proposal for Quarterly Statistical Reporting of CIA Non-Staff Personnel
Supplementary suggestions resulting from IG Survey of the Office of Personnel

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FROM: NAME, ADDRESS AND PHONE NO.	DATE
Inspector General	25X15 JUN 1964